

**MINUTES OF ASTON, COTE, SHIFFORD & CHIMNEY PARISH COUNCIL  
MEETING HELD ON THURSDAY 2<sup>ND</sup> JULY 2015 IN THE  
VILLAGE HALL, ASTON AT 7.30 PM**

**1. Members**                    **Richard Haines (Chairman)**

**Present:**                    **Jane Everex**  
                                     **Ben Lings**  
                                     **John Ordish**  
                                     **Paul Sparrowhawk**  
                                     **Phil West**

**In Attendance:**        Helen Sandhu – Clerk  
                                     1 member of the public to end of item 4

**Apologies:**                Jane West  
                                     The Parish Council expressed condolences to Jane West on the recent loss of her husband.

**2. Meeting open for public debate**

The member of the public present told the Parish Council of his concerns about the erection of the hoarding around the development site at Thistle Cottage on Ham Lane, and the problems it had caused him personally. He explained that he had spoken to the site foreman who seemed to have the impression that the development site covered the whole area up to the tarmac highway (ie., that there is no public verge). The member of the public showed photographs and maps of the site before the hoarding was erected which clearly show a verge of over a metre. Richard Haines also showed a photograph which shows a 30mph speed sign within the hoarding (ie., on public verge which has been enclosed by the hoarding). The resident expressed the view that there are two issues: the positioning of the hoarding during development which has narrowed the highway and could cause problems for large vehicles driving up Ham Lane (particularly agricultural vehicles); and the potentially permanent loss of the public verge if the developer seeks to absorb it into the development site. The resident said that he had been in contact with West Oxfordshire District Council who have expressed the view that they are not concerned from a planning perspective as the hoarding is temporary, and with Oxfordshire County Council who are responsible for hoarding licences and for issues related to highways.

Richard Haines expressed the view that, from a Parish Council perspective, there are potential concerns about the position of the hoarding which has narrowed the highway, and the possibility of the permanent loss of the verge. It was resolved that the Clerk would contact Highways (copy to Builders Ede) to express concern that the hoarding is potentially impeding users of the highway, and to seek confirmation that the verge will be reinstated to its pre-development width once the building work is completed.

The member of the public left the meeting.

**3. Minutes of previous meeting** – on 3 June 2015 were agreed as a correct record and signed by the Chairman.

Proposed by John Ordish, seconded by Paul Sparrowhawk.

Richard Haines thanked Ben Lings for chairing this meeting in his absence.

#### **4. Parish Councillors – Disclosure of interests on agenda items**

None.

#### **5. Matters Arising from Previous Meetings**

*a) Central Aston post box*

Royal Mail has confirmed that they have obtained all the documentation required and that their contractor will now be asked to schedule the work.

There was a question about whether there is a requirement for the box to be sealed for a period of time before it is moved. The Clerk was asked to contact Royal Mail.

*b) Annual Parish Meeting (APM) – 19 May 2015*

It was agreed that this meeting went well and was well attended.

There was a discussion about the implications of both the District Councillors who represent our parish being members of West Oxfordshire District Council's Lowlands Planning Committee. This means that they are not able to express an opinion when they discuss planning applications in the parish with local residents in advance of the Lowlands Planning Committee at which they are considered, although they are able to listen to residents' views. A resident had expressed concern about this at the APM. It was agreed that the benefits of our District Councillors being members of the Planning Committee outweighs any potential disadvantage. It was also agreed to keep this issue under review.

*c) Request from resident of Vicarage Close for installation of litter bin near Vicarage Close bus stop*

A review of the use of the litter bin adjacent to the phone box indicates that it is well used, and so it was agreed that it will not be moved.

The Clerk was asked to see if she could identify a potential litter bin which could be attached to the bus stop pole at Vicarage Close.

#### **6. New Business**

*a) OCC consultation on reduction of subsidised bus services*

It was resolved that the Parish Council would respond by letter. The letter to state that as a rural parish, we would not want to see a reduction in service; with an expected increase in housing, including affordable housing, there is a clear need for an increased bus service. If the peak service is lost because the subsidy is withdrawn, residents will not be able to commute to work by public transport. Letter also to raise an issue with the discrepancy between the proposed reduction of bus subsidies and the recent transport infrastructure consultation in which OCC stated that one of the key means of tackling congestion is to encourage greater use of public transport – people can't use public transport more if the service is reduced due to a reduction in the bus subsidy!

#### **7. Community Trust**

John Ordish confirmed that it is the Community Trust's intention to relocate the younger children's play area at some point in the future to accommodate greater use of the field for sport. It is hoped that some of the existing equipment will be replaced when the play area is moved, but this will require grant funding, which means that it won't happen for some time. The Community Trust still needs the annual playground grant from the Parish Council in order to continue to maintain the current equipment.

It was noted that the unauthorised campers who had taken occupation of a corner of the field in June have now left.

## 8. Parish Infrastructure

### a) *Village maintenance*

Clerk to obtain quotations for painting/staining some of the benches.

### b) *Weed-spraying in Aston*

The contractor has completed the spray. Phil West agreed to ask the contractor to return to spray the weeds on Ham Lane at the edge of the outbuildings on the left hand side of the entrance which had not been covered by the earlier work.

### c) *Remedial works on culvert on Great Brook Road*

OCC advises that the design has now been reviewed and is acceptable. The contractor has been asked to advise when they could do the work, and a new road closure will be required.

### d) *Hedge of SPS on North Street*

Thames Water has done some work on the hedge. They advise that it will be cut back further in the autumn, when its height will be reduced to 3m. A local volunteer had cut back the remaining growth around the VAS, which is now working effectively.

### e) *Highway verges*

It was agreed that a letter would be sent to Highways expressing concern about the overgrown verges outside the parish (the ones in the parish having recently been cut).

### f) *Repositioning of bench on war memorial green*

The bench has now been turned round to face the war memorial.

### g) *Metal chicanes/barriers at footpath ends – Woodbridge Close, Cote Road, Bull Street*

Oxfordshire Highways has been contacted about these barriers which restrict access to people in wheelchairs/disability scooters. They have been asked to consider whether the barriers remain appropriate under the Equality Act 2010.  
Response awaited.

## 9. PLANNING

### New Planning applications

15/00901/HHD 5 The Paddocks, Aston  
Installation of four Velux windows  
*No comments.*

15/01932/HHD Hawthorns, Ham Lane, Aston  
Proposed two storey front extension to main dwelling. Alterations to existing double garage and creation of new vehicular access  
*No comments.*

15/01550/OUT Land North of Cote Road, Cote Road, Aston  
Proposed residential development for up to 44 dwellings

The members of the WODC Lowlands Planning Committee will be carrying out a site meeting at 11.30am on Thursday 16 July prior to the application being considered at the committee meeting on Monday 20 July. This information will be put on the website/Twitter page.  
Richard Haines confirmed that he will make a presentation on behalf of the Parish Council at the meeting on 20 July.

**PLANNING (continued)**

**Updates to previous planning applications (continued)**

15/01628/HHD 2 Manor Close, Aston  
Removal of existing single storey extension. Erection of two storey extension.

It was noted that the design of the two storey extension has been amended.

**Planning applications granted**

15/01221/LBC & Shifford Manor, Old Shifford, Wiltney  
15/01220/HHD New porch and replacement conservatory

**10. Finance**

a) *Account Balances – circulated in the Clerk’s Briefing Notes*

Balance on Current Account at 30 June 2015 £16,523.88  
Balance on Deposit Account at 30 June 2015 £16,798.72

b) *Receipts & payments account for quarter to 30 June 2015 - see Clerk’s Briefing Notes*  
Noted.

c) *June invoices presented for approval and payment*

		Statute
Clerk’s salary and working from home allowance	364.20	LGA 1972, s112
Clerk’s expenses – printing – 198 sheets @ 5p	9.90	LGA 1972 s111
Margaret Johnson Ltd – stationery & photocopying (including APM flyers and minutes)	72.20	LGA 1972 s111
Mr C J Smith - weedspraying	190.00	LGA 1972 s137
A J Mitchell – bus shelter clean on 23 June	27.00	LG(MP)A 1953, s4
West Oxfordshire District Council – emptying of dog bin in July	21.04	Litter Act 1983
<b>Total</b>	<b>684.34</b>	

It was resolved to make the above payments. The cheques were signed by Richard Haines and John Ordish.

**11. Councillors’ report on meetings attended**

Richard Haines and Jane Everex said that they had gone to Aston & Cote Primary School on 20 May to watch the children maypole dancing. The children had demonstrated great skill in their dancing which had been very enjoyable to watch, and it was good to see the maypole, which the Parish Council had part-funded, in use.

Richard Haines gave a verbal report on his attendance at the RAF Brize Norton Working Group meeting on 15 June. The two A400M aircraft are flying again, following the loss of the Spanish aircraft in May. This year’s Royal International Air Tattoo takes place at Fairford between July 16 and 18 –Brize Norton is the diversion airport. Three Indian Airforce aircraft will be based temporarily at Brize Norton at the end of July. A large NATO exercise is due to take place in October, with a temporary increase in the number of aircraft movements.

**Councillors' report on meetings attended (continued)**

John Ordish gave a verbal report on his attendance at the Flood Working Party meeting in Bampton on 2 July. The Environment Agency will be carrying out some maintenance work on the banks and trees of the Great Brook between August 2015 and March 2016. Mr Ordish said that he had asked about the issue of water disposal on the proposed Cote Road development. He was advised that the Parish Council needs to ensure that when the development is built, there is a clear understanding of who is going to be responsible for the maintenance of the systems installed and the maintenance plan. The Environment Agency is going to complete new modelling of the floodplains in the area during 2016/17.

**12. Matters arising since publication of agenda/**

**Matters which Councillors wish to raise for inclusion on next agenda**

The Clerk was asked to find out the precise location of the road closure planned in Standlake for 2 weeks from 6 July.

The Clerk was asked to contact OCC about the poor condition of the bridge over the Great Brook at the end of the footpath from Ham Lane.

**13. Date of next meetings: Thursday 6<sup>th</sup> August 2015, 7.30pm**  
(short meeting if required)

**Thursday 3<sup>rd</sup> September 2015, 7.30pm**  
Monthly Parish Council Meeting

Signed .....dated.....